



Egyptian Accreditation Council

EGAC

**EGAC Technical Policy for the Implementation of IAF MD 17
Witnessing Activities for the Accreditation of Management Systems
Certification Bodies**

PB2C

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1. INTRODUCTION

- 1.1 IAF MD 17 Witnessing activities for the accreditation of management systems certification bodies was issued in January 2015 with an implementation date of January 07, 2018. **And re-issued in may 07, 2019 with application date May 07, 2020**
- 1.2 This technical policy covers the EGAC policy and approach for implementation of IAF MD 17 for the witnessed assessing for quality management systems (QMS) ,environmental management systems (EMS) and **Occupational Health & Safety Management Systems (OHSMS)**accreditations.
- 1.3 The technical policy is applicable to all EGAC accredited management systems certification bodies (MS CB) with QMS , EMS and **OHSMS** scopes.
- 1.4 EGAC uses a number of techniques to assess the capability of applicant and accredited MS CB's to deliver competent MS audits and certification. These techniques as applied to the EGAC assessment approach, including witnessed assessments, are set out in the EGAC regulation R1G &publication PB7C- EGAC accreditation process for management systems certification bodies.
- 1.5 MD 17 is the baseline against which EGAC will develop QMS, EMS and **OHSMS** witnessed assessment programs.

2. REQUIREMENTS

- 2.1 EGAC will carry out sufficient assessment using recognized assessment approaches detailed in EGAC publication PB7C, including witnessed assessments, to gain confidence that MS CBs are conducting competent assessments within their accredited scope.
- 2.2 The level of witnessed assessment will be consistent with MD 17 requirements but the underlying imperative is the witnessed assessment program will provide confidence to the market place that competent teams are being deployed by the EGAC accredited MS CBs.
- 2.3 In deciding how many and which audits are to be witnessed, EGAC will take into account factors such as:
 - The CB's overall performance;
 - Factors such as process complexity or legislation etc. which influence the ability of a certified organization to demonstrate its ability to meet the intended outcomes of the MS;
 - Feedback from interested parties including complaints about certified organizations;
 - The results of the CB's internal audits;
 - Scheme owner requirements, etc.;
 - Changes in CB work patterns – growth of work within a specific region or technical area;
 - Number of clients within the CB's scope of accreditation;
 - Confidence in the CB's auditor evaluation and approval process;
 - Previous or other office or witnessing assessment results, etc.

2.4 The following additional factors may be taken into account to select witnessing activities:

- Number of certificates issued;
- Number of auditors;
- Different auditors;
- Whether auditors are internal staff or external resource;
- Different audits, initial audit (stage 1/stage 2), surveillance and recertification;
- Complex clients, combined and/or integrated audits, multi-site audits;
- Countries where audits in the certification process are performed;
- Result of previous witnessing activities;
- Complaints, customer surveys;
- Interested parties and regulators requests;
- The technical clusters already assessed;
- Experience from other types of accreditation of the CB;
- Previous history of the CB'S ability to manage its operations;
- Level of controls exercised by a CB over its critical activities;
- Specific scheme requirements;
- National agreements with clients

2.5 Applications

For new QMS , EMS and **OHSMS** applications and extensions to scope the assessment process will be developed to ensure that all technical areas within the applied-for scopes are assessed. Selection of witnessed assessments will be based on the critical codes within the related technical clusters as detailed in the tables in Appendices 1 and 2, which follow the principles of IAF MD17.

2.6 Initial accreditation cycle

During the initial 4 year cycle of QMS , EMS and **OHSMS** accreditations of a MS CB EGAC will utilize the principles within MD 17 regarding the selection of witnessed assessments. However, at the outset EGAC will have limited data to establish confidence in an individual CB, and therefore a wider program of witnessed assessment may be required to gain this confidence. EGAC will utilize the tables in Appendices 1 and 2 to determine a baseline for the witnessed assessment program.

2.7 Second accreditation cycle

During the second 4 year cycle of QMS , EMS and **OHSMS** accreditations of a MS CB EGAC will utilize the tables in Appendices to determine a baseline for the witnessed assessment program. The program will be documented in the 4 year forward plan which forms part of the re-assessment authorization.

2.8 On-going accreditation cycles

For subsequent cycles where confidence has been gained regarding the performance of the certification body the witnessed assessment program may be reduced with justification.

For subsequent cycles where concerns have been highlighted regarding the performance of the certification body the witnessed assessment program may be increased with justification.

The justification will be documented in the 4 year forward plan which forms part of the re-assessment authorization.

3. IMPLEMENTATION

From the date of this publication EGAC certification manager will apply this policy when planning and maintaining assessment programs for individual accredited certification bodies covered by this policy.

4. QUERIES

4.1 Any queries regarding this policy should be made to

- Omnia Taha, Accreditation Specialist - Certification (certification@egac.gov.eg),
- Hussein Fawzy, Accreditation Manager (egaccertification@gmail.com).

AppendixA:

Quality Management Systems Scope Clusters Adopted By EGAC

EGAC has determined that the clusters of IAF codes detailed in IAF MD 17 section 5 for ISO 9001 accreditation scoping is generally.

In order for EGAC to consider granting all scopes in an individual technical cluster a CAB will be required to demonstrate that they have determined and evaluated the competence required for the technical areas for all the IAF codes within the technical cluster (clause 7.1 of ISO/IEC 17021-1:2015 refers).

Technical cluster	IAF code	Description of economic sector / activity, according to IAF ID1	Critical code (s)
Food	1	Agriculture, forestry and fishing	3
	3	Food products, beverages and tobacco	
	30	Hotels and restaurants	
Mechanical	17	Basic metals and fabricated metal products	22 or 20
	18	Machinery and equipment	
	19	Electrical and optical equipment	
	20	Ship building	
	22	Other transport equipment	
Paper	7	Limited to "Paper products"	9
	8	Publishing companies	
	9	Printing companies	
Minerals	2	Mining and quarrying	2 or 15
	15	Non-metallic mineral products	
	16	Concrete, cement, lime, plaster, etc.	

Technical cluster	IAF code	Description of economic sector / activity, according to IAF ID1	Critical code (s)
Construction	28	Construction	28
	34	Engineering services	
Goods production	4	Textiles and textile products	5 or 14
	5	Leather and leather products	
	6	Wood and wood products	
	14	Rubber and plastic products	
	23	Manufacturing not elsewhere classified	
Chemicals	7	Limited to "Pulp and paper manufacturing"	12
	10	Manufacture of coke and refined petroleum products	
	12	Chemicals, chemical products and fibres	
Supply	25	Electricity supply	26
	26	Gas supply	
	27	Water supply	
Transport & Waste management	24	Recycling	24
	31	Transport, storage and communication	
	39	Other social services	
Services	29	Whole sale and retail trade; Repair of motor vehicles, motorcycles and personal and house hold goods	37 or 33
	32	Financial intermediation; real estate; renting	
	33	Information technology	
	35	Other services	
	37	Education	
	36	Public administration	
Nuclear	11	Nuclear fuel	11
Pharmaceutical	13	Pharmaceuticals	13
Aerospace	21	Aero space	21
Health	38	Health and social work	38

Appendix B:

Environmental Management Systems Scope Clusters Adopted By EGAC

EGAC has determined that the clusters of IAF codes detailed in IAF MD 17 **section 6** for ISO 14001 accreditation scoping is generally.

In order for EGAC to consider granting all scopes in an individual technical cluster a CAB will be required to demonstrate that they have determined and evaluated the competence required for the technical areas for all the IAF Codes within the technical cluster (clause 7.1 of ISO/IEC 17021-1: 2015 refers).

Technical cluster	IAF code	Description of economic sector/activity, according to IAFID1	Critical code(s)
Agriculture, forestry and fishing	1	Agriculture, forestry and fishing	1
Food	3	Food products, beverages and tobacco	3
	30	Hotels and restaurants	
Mechanical	17	Basic metals and fabricated metal products	20 or 21
	18	Machinery and equipment	
	19	Electrical and optical equipment	
	20	Shipbuilding	
	21	Aerospace	
	22	Other transport equipment	
Paper	7	Limited to "Paper products"	9
	8	Publishing companies	
	9	Printing companies	
Construction	28	Construction	28
	34	Engineering services	
Goods production	4	Textiles and textile products	4 and 5
	5	Leather and leather products	
	6	Wood and wood products	
	23	Manufacturing not elsewhere classified	
Chemicals	7	Limited to "Pulp and paper manufacturing"	[7 and 10 and 12 and 13
	10	Manufacture of coke and refined petroleum products	
	12	Chemicals, chemical products and fibres	
	13	Pharmaceuticals	
	14	Rubber and plastic products	
	15	Non-metallic mineral products	
	16	Concrete, cement, lime, plaster, etc.	
	17	Limited to "Base metals production"	
Mining and quarrying	2	Mining and quarrying	2
Supply	25	Electricity supply	25 or 26
	26	Gas supply	
	27	Water supply	
Transport & Waste management	24	Recycling	24 and 39
	31	Transport, storage and communication	

Technical cluster	IAF code	Description of economic sector/activity, according to IAFID1	Critical code(s)
	39	Other social services	
Services	29	Wholesale and retail trade; Repair of motor vehicles, motorcycles and personal and household goods	29 or 35 or 36
	32	Financial intermediation; real estate; renting	
	33	Information technology	
	35	Other services	
	36	Public administration	
	37	Education	
Nuclear	11	Nuclear fuel	11
Health	38	Health and social work	38

Appendix C:

OCCUPATIONAL HEALTH & SAFETY MANAGEMENT SYSTEMS (ISO 45001) Scope Clusters Adopted By EGAC

EGAC has determined that the clusters of IAF codes detailed in IAF MD 17 section 7 for ISO 45001 accreditation scoping is generally.

In order for EGAC to consider granting all scopes in an individual technical cluster a CAB will be required to demonstrate that they have determined and evaluated the competence required for the technical areas for all the IAF Codes within the technical cluster (clause 7.1 of ISO/IEC 17021-1: 2015 refers).

Technical cluster	IAF code	Description of economic sector/activity, according to IAFID1	Critical code(s)
Agriculture, forestry and fishing	1	Agriculture, forestry and fishing	1
Food	3	Food products, beverages and tobacco	3
	30	Hotels and restaurants	
Mechanical	17	Basic metals and fabricated metal products	20 or 21
	18	Machinery and equipment	
	19	Electrical and optical equipment	
	20	Shipbuilding	
	21	Aerospace	
	22	Other transport equipment	
Paper	7	Limited to "Paper products"	9
	8	Publishing companies	
	9	Printing companies	
Construction	28	Construction	28
	34	Engineering services	
Goods production	4	Textiles and textile products	[4 (with dyeing) and 5 (with tanning)] or 6
	5	Leather and leather products	
	6	Wood and wood products	
	23	Manufacturing not elsewhere classified	

Technical cluster	IAF code	Description of economic sector/activity, according to IAFID1	Critical code(s)
Chemicals	7	Limited to "Pulp and paper manufacturing"	[7 and 10 and 12 and 13 and 16] or 17
	10	Manufacture of coke and refined petroleum products	
	12	Chemicals, chemical products and fibres	
	13	Pharmaceuticals	
	14	Rubber and plastic products	
	15	Non-metallic mineral products	
	16	Concrete, cement, lime, plaster, etc.	
	17	Limited to "Base metals production"	
Mining and quarrying	2	Mining and quarrying	2
Supply	25	Electricity supply	25 or 26
	26	Gas supply	
	27	Water supply	
Transport & Waste management	24	Recycling	31
	31	Transport, storage and communication	
	39	Other social services	
Services	29	Wholesale and retail trade; Repair of motor vehicles, motorcycles and personal and household goods	29 or 35 or 36
	32	Financial intermediation; real estate; renting	
	33	Information technology	
	35	Other services	
	36	Public administration	
	37	Education	
Nuclear	11	Nuclear fuel	11
Health	38	Health and social work	38